

## IN THE CIRCUIT COURT FOR BALTIMORE COUNTY, MARYLAND

ADMINISTRATIVE ORDER NO. 2020-2ORDER AUTHORIZING THE STATE'S ATTORNEY'S OFFICE TO FILE CRIMINAL  
INFORMATIONS ELECTRONICALLY

WHEREAS, Maryland Rule 20-204.2(b) provides that charging documents "shall be filed in paper form and the clerk shall scan the document into the MDEC system; and

WHEREAS, in light of the protracted court closing due to the COVID-19 outbreak, with a substantial portion of the Clerk's Office staff teleworking, substantial delay may occur if the State's Attorney's Office is required to file a criminal information through a drop box, to be processed at a later date by a clerk; and

WHEREAS, it is in the interest of judicial economy to receive a criminal information to be filed with the clerk in an electronic format via email, which may then be imported into MDEC;

NOW THEREFORE, the Clerk of the Court is authorized to accept and file any criminal information submitted via email by the State's Attorney's Office.

Date

3/19/20

Kathleen Gallogly Cox  
Administrative Judge

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